

STAGE MANAGEMENT FORM

Office Use Only

Due By Wednesday 2 August 2023: *Please scan & send via email, no jpegs as this is hard to read for the technicians.*

Date of Performance:

Rehearsal Order Number:

Performance Order Number:

SCHOOL	
GROUP NAME	
ITEM NAME	
NUMBER OF PERFORMERS	
TRACK LENGTH	

<u>STAGE AND PROP INFORMATION</u>		
Do you have any handheld/small props that are carried by your dancers?	YES	NO
Do you have any props that need to be set onstage before your performance begins?	YES	NO
Do you need access to the Loading Dock at PCEC?	YES	NO
Do ALL of your dancers begin onstage or SR (this is preferred please)	YES	NO
Do you have any costume changes backstage?	YES	NO
Do you use the corridors in your performance?	YES	NO
Do ALL dancers exit SL (this is preferred please)	YES	NO
Do lights and sound start at the same time? <i>If not please detail when each will begin</i>	YES	NO

<u>CUE #</u>	<u>Description of Lighting State/Colour</u>	<u>Fade Time</u>	<u>Music Cue Time</u>	<u>Action Cue</u>
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

No follow spot, UV lighting or projections are available for this event
Please Note: Maximum Lighting Cues 10

**I acknowledge I have read all information provided
in the Dance Package:**

Signed: _____